



Arizona Capitol Museum Internships

AZCM · (602) 926-3620 · <http://www.azlibrary.gov/museum/>



The Arizona Capitol Museum is Seeking Interns!

About the museum:

Our Mission: “We at the Arizona Capitol Museum connect people with Arizona’s government – past and present.”

As museum professionals, we document how Arizona’s government has changed and continues to change by and for Arizonans. We connect the past and present using a variety of resources to cultivate informed government participation. Through exhibits, programs and virtual resources, we engage and educate visitors to be more engaged citizens.

Internship Duties and Responsibilities May Include:

- Leading group tours
- Serving as a Museum Ambassador
- Creating learning activities for youth
- Working with the Museum Guild on fundraising and other projects
- Supporting the Volunteer Manager with recruitment and engagement
- Supporting the Online Experience Manager in expanding social media
- Collaborating with the Onsite Experience Manager to enhance the museum experience
- Preparing for and staffing special events
- Working with the Collections Manager to preserve Arizona History. Become involved in all aspects of collections management.
- Increasing outreach and community engagement

Internship Learning Objectives and Benefits:

- Interns will gain valuable leadership and museum management experience.
- Interns will get an inside look at museum administration, including exhibition preparation, museum collections, and volunteer management.
- Interns will learn about community education, civic engagement, Arizona history and how the museum supports these concepts.
- Interns will attend Guild meetings and other outreach events.
- Interns will gain experience with the Arizona State Library, Archives, and Public Records, a division of the Secretary of State.
- Interns work closely with Staff, Volunteers, the Museum Guild, school tour groups, and casual visitors.

Internship Requirements:

- Students from all fields of study, both graduate and undergraduate, are welcome to apply.
- Students must be 18 years old or older.
- You must be able to climb stairs and be on your feet for long periods of time.
- You must be creative, flexible, and interested in civic engagement.
- You must have availability weekdays between 9:00a.m. and 4:00p.m.

Details:

If you are interested in serving as an intern, send a letter of interest, resume and volunteer application (found here: <http://www.azlibrary.gov/museum>) to volunteer@lists.az.lib.us